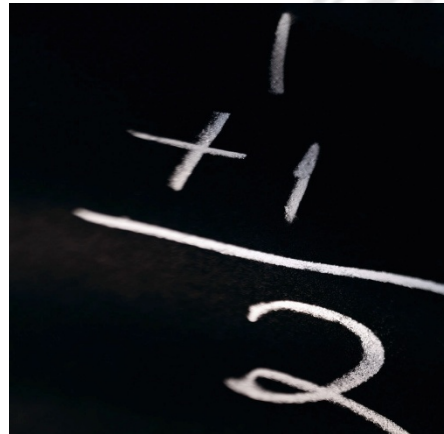




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2011-2012 SES Provider Application Technical Assistance Training



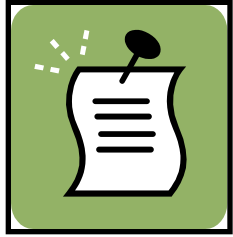


DISCLAIMER:

- ***This training IS:***
 - **A brief overview of and orientation to SES in Indiana**
 - **An introduction to Indiana's application process**
 - **An overview of Indiana's application**
 - **Designed to assist applicants at any level of experience with SES**



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DISCLAIMER (cont.):

- ***This training is NOT:***
 - **A guarantee of approval**
 - **A guarantee that an application will receive a high score**
 - **A requirement to apply to become a provider**
 - **An endorsement by the Indiana Department of Education of any provider or type of programming**



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Overview of SES



General Overview

- **The Supplemental Educational Services (SES) program is part of the *No Child Left Behind Act (NCLB)* of 2001;**
- **Provides extra help in academic subjects, such as reading, language arts, mathematics, and science to students who may be struggling in school;**
- **Must be delivered outside the regular school day—before or after school, on weekends, or during the summer months;**
- **Typically provided in schools, community centers, organization offices, libraries, churches, student homes, etc.**



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SES Overview (continued):

- Based on Indiana's Differentiated Accountability Model, Title I schools in any year of improvement must offer SES;
- SES is based on *parent choice* as eligible parents choose an SES provider from their school district's provider list to tutor their child;
- School districts enter into contracts with providers selected by parents and pay after tutoring services have been rendered using Title I funds:
 - SES is not a grant
 - Approved providers are not guaranteed to be selected



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Question:

What are the eligibility requirements for SES students in Indiana?



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Answer:

There are 3 eligibility requirements:

- The student must attend a Title I school in improvement;
- The student must qualify for free or reduced lunch and;
- The student must be non-proficient (based on ISTEP+ or district determined assessment results)*

**** The non-proficiency requirement is part of Indiana's Differentiated Accountability Model***



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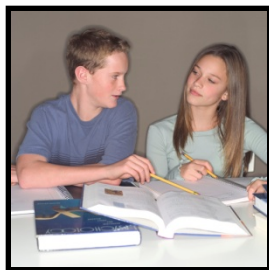


Question:

**What is an appropriate
SES program?**



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SES Program Content:

All SES Programs must:

- **Provide extra help in academic subjects (English/Language Arts, Math, or Science);**
- **Align with the Indiana Academic Standards and have a connection with district programming;**
- **Use instructional practices that are high-quality, research-based, and specifically designed to increase each student's academic achievement.**



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Student Assessments:

All SES Programs must:

- include an appropriate, diagnostic assessment (i.e. pre-test) to identify students' skill gaps;
- use the diagnostic assessment (and other results) to create an individual plan and learning goals;
- use targeted instruction aimed at addressing identified skill gaps and achieving individualized learning goals;
- include a post assessment (i.e. post-test) directly linked to the diagnostic assessment (i.e. pre-test) to determine whether student gains occurred.



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An appropriate SES program is:



- **ACADEMIC!!!!**
- **Designed to serve students primarily in English/Language Arts, Math, or Science**
- **Designed around a curriculum, lesson plans, and high quality instructional strategies**
- **Designed to be individualized to student needs**



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An appropriate SES program is NOT:



- **Primarily designed to serve students in subjects other than E/LA, Math or Science**
- **“Make it up as we go”; unplanned**
- **Homework help or study skills help**
- **Non-academic, such as mentoring, club activities, outdoor activities, etc.**





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SES Application Process



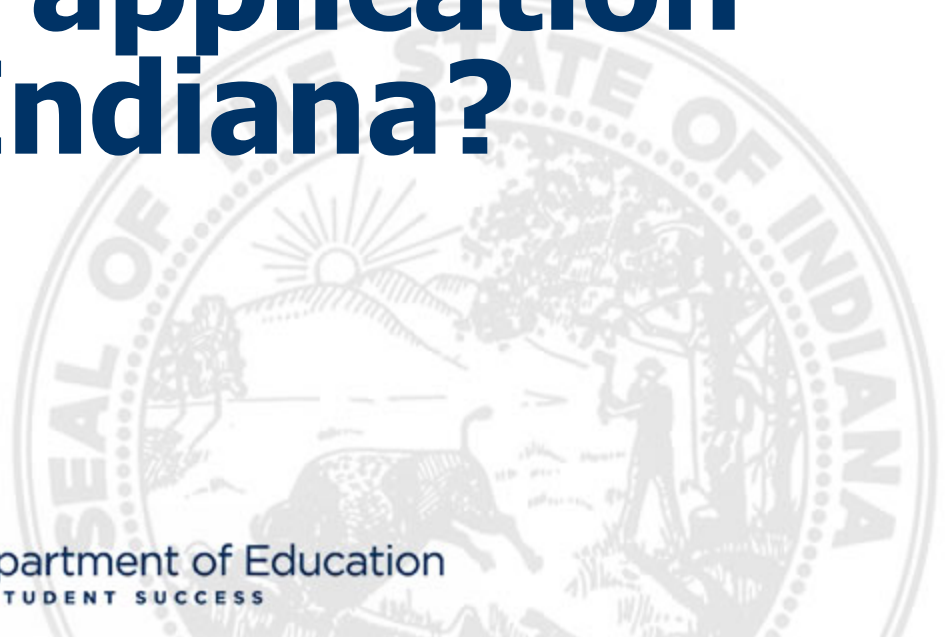


Question:

What is the application process in Indiana?



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APPLICATION PROCESS

- Applications are currently being accepted
- Deadline is 4:00 p.m. (Eastern Time)
February 28, 2011 (no exceptions)
- Application can be accessed by visiting the IDOE's SES Website
- Applications should be submitted **BY MAIL** to the address listed in the application
- Faxed, Emailed, or Hand delivered applications will **not** be accepted



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APPLICATION PROCESS

- Applications are pre-reviewed by IDOE staff for **completeness** and **appropriateness**
- Incomplete applications will not be submitted for full review
- Applications that do not meet the requirements detailed on pages 2-4 of the application packet will not be submitted for full review



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APPLICATION PROCESS

After pre-review:

- **Applications that pass pre-review are reviewed and scored by 3 external reviewers using the rubric provided**
- **Applicants must score at least 88% to be approved**



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APPLICATION PROCESS

- **IDOE will send notification of approval or denial by **May 30, 2011****
- **APPROVED** applicants will complete a new provider training and be placed on the **SES Provider List** for the **2011-2012** school year
- **DENIED** applicants are ineligible to provide **SES** services in Indiana for the **2011-2012** school year.
 - **Non-approved applicants may reapply the following year, during the next application period for the 2012-2013 school year**



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SES Application Review





Question:

What are the components of Indiana's application?



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Elements of the Application:

Pages 2-3

- **Directions**

- ✓ **Please adhere to all of the directions enclosed on pages 2-3 of the application packet (or 3-4 on the pdf)**
- ✓ **Applications that do not follow the directions will not be reviewed**
- ✓ **Please seek any necessary clarification on the application directions 1) during this training or 2) submit questions to the application email address disclosed on page 5 of the application packet (or 6 on the pdf)**



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Elements of the Application:

PART ONE

- **Part One – Snapshot data (not scored)**
 - ✓ **Section 1 – Provider Information**
 - Type of organization
 - Contact person (**VERY IMPORTANT**)
 - Contact information (email, phone, etc.)
 - ✓ **Section 2 – Academic and Instruction Information**
 - ✓ Subject areas and grade levels served
 - ✓ Student/tutor ratio
 - ✓ Mode of Instructional Delivery



Elements of the Application:

PART ONE

✓ Section 3 – Previous Record of SES

- Applicants that have never provided SES in any state would automatically select “no”;
- Applicants that have provided SES but have never been removed from a provider list would select “no”;
- Applicants that have provided SES and have been removed from a state’s provider list should select “yes” and provide additional details



Elements of the application:

PART TWO

Narrative: (see rubric for scoring information)

- ✓ **Section 1** – Evidence of Effectiveness
- ✓ **Section 2** – Curriculum & Instructional Strategies
- ✓ **Section 3** – Connection to IN Standards & Districts
- ✓ **Section 4** – Student Assessment
- ✓ **Section 5** – Progress & Reporting Information
- ✓ **Section 6** – Tutor Qualifications



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Elements of the application:

PART THREE

Narrative: (not scored)

- ✓ **Section 1 – Student Safety**
- ✓ **Section 2 – Compliance with Laws**
- ✓ **Section 3 – Financial Soundness**



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SES Application Scoring Rubric

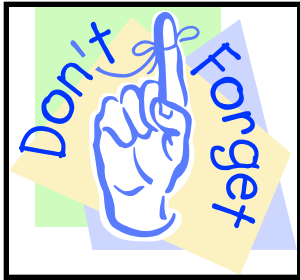


Elements of the Application:

PART TWO SCORING RUBRIC

Strong (3 pts.)	Moderate (2 pts.)	Limited (1 pt)	Not Provided (0 pts.)
Extensive, strong, sound, responds to questions fully and clearly	Average to above average, generally clear, adequate	Responds to some or parts of questions, may be unclear, vague, not feasible, or inadequate	Nothing was submitted in that section (automatic score of 0 for each section with no evidence)





Overall Helpful Hints:

- **Read & use the scoring rubric**
- **Read all directions carefully**
- **Answer all parts of each section and question**
- **Do not assume the readers are familiar with your program**
- **Be specific!**
- **Ensure that you are consistent and coherent throughout the application**
- **Review the IDOE's SES Policies & Procedures and USDOE's SES Non-Regulatory Guidance**



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Questions:

Contact us:

tutoring_providers@doe.in.gov



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Thank You:

The Indiana Department of Education appreciates your interest in becoming a Supplemental Educational Services Provider.



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